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August 4, 2022

Invitation For Bid GSA-079-22 Digital Media Collection Platform

Questions and Concerns received from Baker & Taylor, LLC on July 22, 2022

Question 1:

Per Amendment #1, the bid due date has been extended to 8/3/22. We would like to submit a response for this bid, but the transit time to deliver your sealed bid to your physical location in Guam will take a minimum of a week's time via courier service (UPS Worldwide Express). As the question deadline is now Monday 7/25 and we are submitting several questions that will hopefully help clarify how we are to respond to the bid – we likely will not receive answers to these questions and be able to mail a completed response by Tuesday, 7/26 to ensure delivery by the 8/3 due date and time. Is there any way that the deadline can be extended to allow for additional time for our response to arrive in Guam? If the deadline cannot be extended, could we possibly deliver our response electronically via email, with the physical copies of the sealed bid to arrive afterwards?

Response:

Refer to Amendment #2.

Question 2:

Regarding the Bid Guarantee marked as required on page 1: What is the bid amount or what determines the bid amount? Is there a specific amount that a bid guarantee should be? If our total bid amount does not exceed \$25,000, is this portion of the bid requirements waived?

Response:

Refer to #11 of the General Terms and Conditions on page 25 of 35 of the bid packet.

Question 3:

What is the Library's annual budget for purchasing ebooks/digital content? What is the anticipated size of your digital collection?

Response:

This is inclusive of materials/books and managing the platform. Size is for 7,000 titles.

Question 4:

Your requirements state that you want an "all inclusive Platform for three (3) year term." In Item No. 1.1, where we are to state a unit price for our Digital Media Collection Platform (as per the following specifications), should our unit price listed be the total price for ALL 3 years of your eventual contract? Access to our digital platform is typically sold as a yearly platform fee, plus the price of any content purchased for circulation. We would state the platform fees here and could include them for 3 years if you so indicate, but does the Library understand that your content purchases will carry additional costs that will be billed based upon the titles you select and order from us?

Response:

Yes.

Question 5:

Can the Library please clarify or provide more information on the specification items for your Digital Media Collection Platform that are listed below?

-“Offering third party licenses for digital protecting.”

What do you mean by “digital protecting?”

Response:

Copyright protection.

-“Host virtual branches.”

Can you please clarify what you mean by host virtual branches?

Response:

All (6) GPLS Library facilities located throughout the island.

-“All -inclusive Platform for a three (3) year term.”

Can you please clarify what you mean by “all-inclusive” here?

Response:

No other or additional costs involved.

-“Media console”

Can you please explain?

Response:

Ability to put information on an outside source such as a media screen.

-“Catalog integration.”

Can you please elaborate on this?

Response:

All materials should be able to be integrated with the Library’s (GPLS) software program/system.

-“Third party licenses for Digital Right Protection.”

Can you please clarify?

Response:

Copyright protection.

-“Annual collection credit.”

Can you please clarify? Do you have a requirement for a specific amount of digital content credit to be offered with our bid?

Response:

*Cost will be on demand.

*No.

Question 6:

We can include remarks and further details on our services and specific features/items requested on your Specifications list in a text response to the bid, but for the purposes of responding on your bid document correctly, how are we to reply on each of the blanks on pages 35 and 35 specifically? Would we add an X or check to indicate all of the services that we can comply and just note the exception items we have where we would be not able to provide/comply with the item?

Response:

You may indicate comply, not comply or your remarks for each specification. Also refer to #6 of General Terms and Conditions on page 25 of 35 of the bid packet.

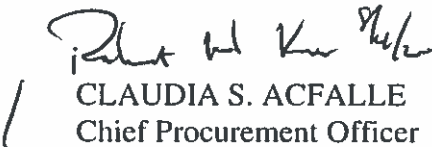
Question 7:

Regarding Form E on page 7 of the bid document, as well as the further details included on pages 8-17 regarding wage requirements:

Due to the nature of the products we will provide through this contract-which are web based digital services and electronic content that will delivered electronically-does this form and requirement apply to this contract? Your Form E defines this is necessary when we would have an employee who is tasked with direct delivery of a service to the government of Guam-"such labor as is employed in the direct delivery of contract deliverables to the government of Guam." We do not believe this to be applicable for this type of deliverable.

Response:

Yes, Form E is required by law.


CLAUDIA S. ACFALLE
Chief Procurement Officer

Please Print

Acknowledgement Copy (Re-Fax to GSA)

Received By: _____

Date: _____

Company Name: _____

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